

1 The Transylvania County Board of Education (the “board”) recognizes that an effective staff is  
2 critical to the smooth operations of the school system and to creating a learning environment in  
3 which students can succeed. The board further believes that students will not excel in  
4 performance unless those who most directly affect students, including school administrators,  
5 teachers, and other licensed professionals, excel in their performance. For the purposes of this  
6 policy, the term “school administrator” is defined as a principal, assistant principal, supervisor,  
7 or director whose major function includes the supervision of teaching or any other part of the  
8 instructional program.  
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10 **A. STANDARD FOR INITIAL, EXTENDED, OR RENEWED CONTRACTS**  
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12 School administrator contracts will be granted, extended, or renewed only for individuals  
13 of proven ability who strive for excellence. School administrators should be able to  
14 facilitate student learning and effectively carry out the responsibilities of providing for  
15 school safety and enforcing student discipline. The superintendent is expected to be able  
16 to substantiate any recommendation for granting a new contract, extending a current  
17 contract, or renewing a contract with evaluation data, as described in policy 7810,  
18 Evaluation of Licensed Employees, or with regard to applicants, with data from the  
19 selection process as provided in policy 7100, Recruitment and Selection of Personnel. If  
20 the board is not satisfied that an applicant or employee has met the standards established  
21 by the board, employment will be denied, following statutorily prescribed procedures and  
22 other applicable legal requirements.  
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24 **B. TERM OF CONTRACT**  
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26 **1. Initial Contracts**  
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28 Initial contracts between a school administrator and the board will be for a term of  
29 two to four years. Four-year initial contracts will be granted only to exemplary  
30 school administrators. Absent unusual circumstances, two-year initial contracts  
31 will be granted for individuals who do not have experience as school  
32 administrators. In addition, one-year contracts may be granted to individuals who  
33 hold a provisional assistant principal’s license.  
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35 **2. Subsequent Contracts**  
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37 Subsequent contracts between a principal or assistant principal and the board will  
38 be granted for a term of four years.  
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40 **C. PERFORMANCE EXPECTATIONS**  
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42 An employee who has a school administrator contract with the school system is expected  
43 to continue to strive for excellence, meet all performance standards established by the  
44 board, and pursue professional development as provided in policy 1610/7800,

45 Professional and Staff Development. Any employee who is unable or unwilling to meet  
46 reasonable standards of the board may be subject to demotion or dismissal, as provided in  
47 policy 7930, Professional Employees: Demotion and Dismissal, and in accordance with  
48 statutorily prescribed procedures.  
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50 **D. PROCEDURE FOR NEW, RENEWED, OR EXTENDED CONTRACTS**  
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- 52 1. Decisions of the superintendent and board with regard to recommendations and  
53 offers and decisions not to recommend or offer new, renewed, or extended  
54 contracts will be made in accordance with G.S. 115C-287.1.  
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- 56 2. If the superintendent decides not to recommend that the board offer a school  
57 administrator a new, renewed, or extended contract, the employee has all  
58 procedural rights accorded by G.S. 115C-287.1.  
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- 60 3. In considering a recommendation of the superintendent to offer a school  
61 administrator a new, renewed, or extended contract, the board may review any  
62 information that was in the employee's personnel file at the time of the  
63 superintendent's recommendation. If the board determines that it needs additional  
64 information to reach a decision, it will notify the administrator of the board's  
65 concerns and of the additional information that it is considering and provide an  
66 opportunity for the employee to respond to the additional information.  
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68 Legal References: G.S. 115C-36, -47(18), -284(c), -287.1, -289, -325.1 *et seq.*, *Tobe-Williams v.*  
69 *New Hanover Co. Bd. of Educ.*, 243 N.C. App. 453, 759 S.E.2d 680 (2014)  
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71 Cross References: Professional and Staff Development (policy 1610/7800), Hearings Before the  
72 Board (policy 2500), Recruitment and Selection of Personnel (policy 7100), Evaluation of  
73 Licensed Employees (policy 7810), Professional Employees: Demotion and Dismissal (policy  
74 7930)  
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76 Adopted: March 7, 2016  
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78 Revised: [DATE]  
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